



Town of Pagosa Springs Historic Preservation Board
Regular Meeting Minutes
Wednesday, January 14, 2015
Town Hall Conference Room Located at 551 Hot Springs Boulevard
Pagosa Springs, Colorado 81147

- I. **Call to Order / Roll Call:** Chair Brad Ash called the meeting to order at 5:15 pm. Present were Board Members Peggy Bergon, Judy James, Andre Redstone, Planning Director James Dickhoff, and Associate Planner/Certified Permit Technician Margaret Gallegos. Member Chrissy Karas was absent.
- II. **Announcements:** Planning Director announced that the Town Council meetings will be held the first Tuesday and third Thursday of each month at 5:00 PM and the Planning Commission meeting will be held the second and fourth Thursdays of each month at 5:30 pm. Both meetings will take place in the Town Hall.
- III. **Approval of Minutes:** Motion made by Member Bergon, seconded by Member James and unanimously carried to APPROVE the December 3, 2014 Historical Preservation Board meeting minutes as presented.
- IV. **Public Comment:** None
- V. **Sign Review:** None
- VI. **Landmark Designations:** None
- VII. **Alteration Certificate Review:** None
- VIII. **Tax Credit Review:** None
- IX. **Project Review:**
 1. **Review of HPB Projects Queued for 2015:** The Board's projects queued for 2015 include:
 - a. *Completion of existing plaque project* – The project is nearly complete. Two photographs or illustrations are needed - Old Archuleta County Courthouse / Gallas offices at 414 Pagosa Street and the Colton Building at 101 Pagosa Street. It was reported that the previous and current owners were contacted - no photos were located so Gallegos plans to research photographs at the Denver Library and History Colorado while in Denver next month. If photographs are not available, illustrations may be needed. Two support posts need caps and paint – Member Ash will research caps and Member Bergon will assist with painting. It was noted that the project should be wrapped up and plaques be displayed in time for the Heritage Month of May.
 - b. *Mary Fisher Statute Project* – SHF Grants may be available for the signage but not for the statute. It was suggested that solicitation begin for volunteers and fund raising efforts.



Town of Pagosa Springs Historic Preservation Board
Regular Meeting Minutes
Wednesday, January 14, 2015
Town Hall Conference Room Located at 551 Hot Springs Boulevard
Pagosa Springs, Colorado 81147

- c. *Interpretive sign project* – SHF grants are in process.
- d. *Heritage Brochure*- Information collection is ongoing.
- e. *Main Street Mural Project*- SHF grants are not available for a new mural; however, grants may be available for restoration of the existing painting. Monies have been budgeted for 2015 by the Town Council for a new mural. It was suggested that the HPB and Town Council form a sub-committee to generate a Request for Bid (RFB) and review of submissions with final selection.
- f. *Historic Preservation Month Activities*- The Board requested that the topic be added to the next agenda for discussion.
- g. *Public presentation Forum*- The Board requested that the topic be added to the next agenda for discussion.
- h. *Water Treatment building renovations/repairs* – Members Karas and Redstone volunteered to assist with the project. It was suggested that the Board complete an onsite evaluation and that funding be reviewed for the planning and surveying of the project.

X. Decision Items:

1. **Adoption of Regular HPB Meeting Schedule for 2015:** The Town's Land Use Development Code section 2.5.6.A.2 Establishment of Meeting Schedule specifies, *"Each board and commission shall also establish a meeting schedule that meets frequently and regularly. All meetings shall be open to the public, and the agenda for each meeting shall be made available in advance."* The Historic Preservation Board Chair asked for discussion regarding the best day and time to meet monthly for the current board members.

MOTION MADE BY MEMBER REDSTONE, SECONDED BY MEMBER JAMES, AND UNANIMOUSLY CARRIED TO SET THE REGULAR HISTORIC PRESERVATION BOARD MEETINGS FOR THE SECOND WEDNESDAY OF EACH MONTH, AT 5:15PM TO BE CONDUCTED IN THE TOWN HALL CONFERENCE ROOM.

2. **Elect HPB Chairperson and Vice-Chairperson for 2015:** The Town's Land Use Development Code section 2.5.6.A.1 Election of Chairman and Vice Chairman *"Annually, at the first regular meeting of the year, each board and commission shall elect, by majority vote, from its membership a Chairman and Vice-Chairman, with each being eligible for re-election, and each serving a one- year term in such capacity. The Chairman of each board or commission shall preside at all meetings and public hearings of such board or commission and shall decide all points of order and procedure. The Vice-Chairman shall assume the duties of the Chairman in the absence of the Chairman and shall act in the capacity of Chairman of all*



Town of Pagosa Springs Historic Preservation Board
Regular Meeting Minutes
Wednesday, January 14, 2015
Town Hall Conference Room Located at 551 Hot Springs Boulevard
Pagosa Springs, Colorado 81147

special committees created by the board or commission. Should the Vice-Chairman and the Chairman be absent from a meeting or public hearing, the majority of the board or commission shall appoint a member to be the presiding officer. Any vacancy from the position of Chairman or Vice Chairman shall be filled in the same manner as such positions are established. The Chairman shall transmit reports and recommendations to the Town Council." The Historic Preservation Board Chair asked for discussion and nominations for the annually elected Chair and Vice Chair positions.

MOTION MADE BY MEMBER BERGON, SECONDED BY MEMBER JAMES, AND UNANIMOUSLY CARRIED TO NOMINATE AND APPOINT BRAD ASH AS HISTORIC PRESERVATION BOARD CHAIR.

MOTION MADE BY MEMBER REDSTONE, SECONDED BY MEMBER JAMES, AND UNANIMOUSLY CARRIED TO NOMINATE AND APPOINT PEGGY BERGON AS THE HISTORIC PRESERVATION BOARD VICE-CHAIR.

- 3. Regional Heritage Brochure:** Chair Ash provided the Board with an update and noted that the Town Tourism Committee (TTC) would like the HPB to assist with the Heritage Brochure. The Board was open to the appointment of two members and because Members Bergon and James have been involved with the research to date, they were open to the appointments.

MOTION MADE BY MEMBER REDSTONE, SECONDED BY MEMBER JAMES, AND UNANIMOUSLY CARRIED THAT CHAIR ASH APPOINT MEMBERS JAMES AND BERGON TO ASSIST THE TOWN TOURISM COMMITTEE WITH ITS HERITAGE BROCHURE SO THAT THE INFORMATION QUOTED IS FACTUALLY CORRECT AND ANY OUTSOURCED INFORMATION BE RECEIVED DIRECTLY FROM AGENCIES.

XI. Discussion Items: None

XII. Public Comment: None

XIII. Reports and Comments:

A. Planning Department: Planning Director Dickhoff provided a written report as follows:

- **TOWN COUNCIL REGULAR MEETINGS:** Town Council recently changed their regularly scheduled meetings to the first Tuesday of each month and the third Thursday of each Month, both now evening meetings to be held at 5pm, in the Town Hall Council Chambers. Town Council also has a planned Town Council work session on January 15th to discuss policy matters.
- **8TH - 10 STREET SIDEWALK AND TRAIL PROJECT:** The 200 lineal foot trail segment along the library property has been recently completed. The remaining portion of the east phase trail to 10th



Town of Pagosa Springs Historic Preservation Board
Regular Meeting Minutes
Wednesday, January 14, 2015
Town Hall Conference Room Located at 551 Hot Springs Boulevard
Pagosa Springs, Colorado 81147

Street will occur in 2015. At the request of the Library, Town Council approved installing the trail segment along their property this year, and awarded the 200 lineal foot concrete trail project to Hart Construction. The remaining portion of the trail between 8th Street and 10th Street will be constructed in early 2015.

- WEST PHASE TOWN TO PAGOSA LAKES TRAIL PROJECTS: The 3600 lineal foot West Phase trail project plans have received preliminary approval from CDOT. Final Plans are expected to be submitted by the end of February 2015 with advertisement for bids expected in early summer, depending on easement acquisitions. Construction is expected in 2015.
- MAJESTIC DRIVE CMAQ PAVING PROJECT: The Majestic Drive paving project has been substantially complete. Lane stripping will occur in the spring 2015. Staff is experimenting with a newer enhanced hydro seed product, that is hoped will provide a more consistent establishment of re-vegetation. We have experience challenges with re-vegetation due to our local soil conditions. The paving project was extended an additional 400 lineal feet to just north of Square Top Circle to fully utilize the awarded CDOT CMAQ dust mitigation funding. The project is still anticipated to be well under budget. The project provided 2200 lineal feet of new asphalt paving on Majestic Drive.
- 6TH STREET PEDESTRIAN BRIDGE: The 6th Street bridge project has been shut down for the winter, however, the Contractor is allowed to continue work as they can during periods of good weather. It does appear the south ramp sidewalk will be poured in the near future, which will allow for the south ramp railing welding to begin. Once the welding is complete and weather allows, column stone veneer installation can begin depending on weather conditions. Once the veneer is completed, the bridge can be opened to the public. Landscaping and grading will commence in the spring of 2015.
- WALMART: Walmart has recently opened Alpha Drive to the Public, with some improvements yet to be completed along the eastern edge side of Alpha Drive. The Town Planning Department will be inspecting the Parking Lot Lights for compliance with the Town's LUDC exterior lighting regulations within the next week. It is expected that Walmart will request a Temporary Certificate of Occupancy (TCO) that will allow them to begin accepting merchandise inventory and setting up the store interior, in preparation for the grand opening before April 1st. To be eligible for a TCO, the Building Official will inspect the project to ensure no life safety issues are outstanding. In addition, the project Landscaping will not be able to be installed until the spring of 2015, which will require Walmart to submit a Performance Bond equal to the expenses with completing the entire landscaping plan. Staff continues to work with Walmart to remedy line of sight issues from an existing residence to the south loading dock. This was identified after the screening wall was installed and appears that additional off site landscaping will remedy the view screening issue.
- COBBLESTONE TOWNHOME PROJECT AND YAMAGUCHI LANE: The Cobblestone Townhome project located on the improved 4th/5th Alley is still progressing. Signage for the one-way alley is expected in the near future. Yamaguchi lane will then be a one-way street, north to south direction.



Town of Pagosa Springs Historic Preservation Board
Regular Meeting Minutes
Wednesday, January 14, 2015
Town Hall Conference Room Located at 551 Hot Springs Boulevard
Pagosa Springs, Colorado 81147

- **CDOT TAP FUNDS AWARDED:** The Town has been awarded approximately \$260,000 in CDOT TAP funds for the Town to Pagosa Lakes trail segment between Centerpoint Church and Piedra Road intersection with Hwy 160. Staff will be looking at additional grants to partner with this award, for the full estimated 1.1 million dollar project. GOCO and State Trails will be contacted for grant opportunities.
- **RIVER WALK CONDO PROJECT AND 4TH/5TH STREET RIVER WALK TRAIL:** Staff is working with this developer to complete a Riverwalk segment on the west side of the San Juan River, between Apache Street and 5th Street row. Town Council recently approved the developer to install a gravel trail instead of a hard surface trail, in exchange for completing an additional 20 0 lineal feet of trail to provide connectivity to Apache Street.
- **PEDESTRIAN PATH BETWEEN S. 8TH STREET AND S. 7TH STREET ON SOUTH SIDE OF HWY 160:** Staff has secured the two needed easements along the north edge of the Old City Market Property (755 San Juan Street) and the Citizens Bank Property (703 San Juan Street). This easement provides a 10 foot wide pedestrian easement along the Hwy between S. 7th Street and S. 8th Street, and connectivity to the 8th Street Intersection traffic light and pedestrian crossing. Town Staff will be providing improvements as soon as time and the weather permits for this new pedestrian pathway.
- **CDOT QUARTERLY MEETING :** The next CDOT quarterly meeting set in January has been cancelled by CDOT due to scheduling conflicts and is expected to occur by the end of February 2015. Any issues or thoughts for consideration at this meeting should be directed to the Planning Director or Town Manager.
- **EAGLE DRIVE CONNECTION TO PIKE DRIVE:** Staff is compiling information for TC's consideration for providing a temporary connection of Eagle Drive to Pike Drive, as a means to address the dangerous left hand turn movements from the Hwy onto Pike Drive and from Pike Drive onto the Hwy. Staff has contacted property owners and is preparing to present the information to TC on February 2, 2015, or sooner.
- **PIEDRA STREET 2015 REPAVING PROJECT:** Town Council approved the 2015 budget, which included a repaving project for Piedra Street from S. 8th Street to 10th Street. Staff anticipates a public and neighborhood meeting in mid-February 2015, for gathering public comments to consider incorporating into the final plans. The project will also include a sidewalk along one side of the street, TBD. This sidewalk will provide pedestrian sidewalk connectivity to the Elementary School.

B. Historic Preservation Board:

C. Upcoming Town Meetings Schedule is as follows:

Planning Commission Meeting:

- Tuesday, January 27, 2015 at 5:30pm in Town Hall
- Tuesday, February 10, 2015 at 5:30pm in Town Hall



Town of Pagosa Springs Historic Preservation Board
Regular Meeting Minutes
Wednesday, January 14, 2015
Town Hall Conference Room Located at 551 Hot Springs Boulevard
Pagosa Springs, Colorado 81147

Historic Preservation Board meetings:

- Wednesday, January 14, 2015 at 5:15pm in Town Hall.
- Wednesday, February 11, 2015 at 5:15pm in Town Hall.

Town Council Meetings:

- Thursday, January 22, 2015 at 5pm in Town Hall.
- Tuesday, February 3, 2015 at 5pm in Town Hall.

Parks and Recreation Board Meeting:

- Wednesday, January 14, 2015 at 5:30 pm in Town Hall

XIV. Adjournment: Motion duly made, the meeting adjourned at 6:40 pm. The next regular meeting is planned for Wednesday, February 11, 2015 at 5:15 PM in the Town Hall Conference Room.


By: Brad Ash, Historic Preservation Board Chair